民都鲁中华总商会

BINTULU CHINESE CHAMBER OF COMMERCE & INDUSTRY

礼堂/会议厅申请表格

Application Form for Rental of Hall / Conference Room

名称 Name	公司/商号 Company		本会会员 Member BCCCI	请打勾✓ 是		否	
	社团 Organization						
	个人 Individual		身份证号码 IC No.				
联络人 Contact Person			联络电话 Contact No.				
租用场地 Rental Venue	☐ 天猛公拿督叶绍辉礼堂(四楼) Temenggong Datuk Yek Siew Hui Hall(3rd Floor) ☐ 拿督林光美会议厅(三楼) Datuk Ling Kong Mee Conference Room(2rd Floor)						
租借用途 Rental Purpose							
租借日期 Rental Date		租借时间 Rental Time					
彩排日期(若有) Date for rehearsal (If any)		彩排时间 Rehearsal Time					

我/我们已阅读并同意遵守由商会所规定的『租借细则』。(有关租借之条规及细节，请参阅有关的『租借细则』)

I/We have read and do understand the current Rules and Conditions imposed by the Chamber, and agree to be bound by them. (All rules and regulations shall refer to the Rules and conditions for rental)

申请人签署：_____ 日期：_____

Signature of Applicant Date

(社团/商号请盖印 Please seal for organizations or Companies)

秘书处记录 For Secretariat Record

保证金 Deposit：

保证金：RM _____
Deposit

保证金收费日期：_____
Deposit Received Date

保证金退还日期：_____
Deposit Returned Date

日期：_____
Date

租金算法 Rental Fee Details：

基本租金 RM_____
Basic Rental Fee

超时收费 RM_____
Overtime Rental Fee

彩排收费 RM_____
Rehearsal Fee

清洁费 RM_____
Cleaning Fee

租金总数 RM_____
Total Rental Fee

领取钥匙记录：Collect Key Record

领取物件及数量：_____
Collect items and quantity

领取者姓名：_____
Name

联络电话：_____
Contact No.

领取日期：_____ 领取者签署：_____
Collect Date Signature

归还日期：_____ 归还者签署：_____
Return Date Signature